

Grant ID #:

Email: _____

Telephone: _____

CE Event Dates:

Original Budget
As stated on grant application

Actual Expenditures
List \$ actually expended—you must submit *itemized receipts* for all expenses claimed (your matching contribution *and* LSTA grant).

[illegible]

I began my trip at _____ on _____ and completed it at _____ on _____.

time date time date

I attest:

1. Expenditures were incurred only for the purposes shown in the grant application.
2. I have included full cost documentation, and understand that no more than 50% of the documented total may be reimbursed with LSTA funds.
3. I have received no other payment for expenses claimed as part of this grant.

Supervisor/Director/Fiscal Signature _____ Date _____

Below for WSL use only

Library Development		Fiscal	
Approved by: (initials)	Date	Approved by: (initials)	Date
Other		Reimbursement Amount	Date